

SAMPLE

## EXTENSION REQUEST



Cornell University  
Division of Financial Affairs  
Sponsored Program Services

Cornell University  
120 Day Hall  
Ithaca, NY 14853-2801

Telephone: 607 255-3014  
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January 27, 2007

Ms. Joanne Fuss  
Grant and Agreements Specialist  
USDA Forest Service  
Northeastern Area, State and Private Forestry  
Newtown Square Corp. Campus  
11 Campus Boulevard, Suite 200  
Newton Square, PA 19073

Reference: Award No. 04-CA-11244225-431  
Principal Investigator: Karen Snover-Clift  
SPS No. 46959

Dear Joanne,

On behalf of Cornell University and Karen Snover-Clift my office respectfully request a 12-month no cost extension, for the referenced award.. If approved, this extension will carry the project through March 31, 2008.

Due to reports of movement of plant material containing *Phytophthora ramorum*, the causal agent of Sudden Oak Death, into areas outside the quarantined area and across the country, the United States Forestry Service and the Plant Disease Diagnostic Clinic (PDDC) at Cornell University have agreed to conduct a Sudden Oak Death nursery perimeter and forest location survey for Northeastern states. The three year agreement will term on March 31, 2007. Since the pathogen is still an issue and funding to the Forest Service looks like it will continue for one more year, it is requested that this agreement be extended. This would allow the US Forest Service to continue to fund the diagnostic testing in the Plant Disease Diagnostic Clinic. The number of samples is to be determined. The process will include receiving samples, processing samples using Polymerase Chain Reaction protocols, and attempting to isolate positives. All sample submitted will be tested using molecular techniques

If you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Kimberly Hayes".

Kimberly Hayes  
Sr. Grant and Contract Officer



Massachusetts



## REQUEST TO REBUDGET FUNDS

2007 JAN -8 PM 2:50

January 2, 2007

Ms. Kathryn P. Maloney, Director  
 USDA Forest Service, NA  
 11 Campus Blvd., Suite 200  
 Newtown Square, PA 19073

Dear Kathryn,

The Massachusetts Department of Conservation and Recreation (DCR) requests a re-budget of our 2006 FIG Grant, entitled "Improving Forest Management through the use of Professional Foresters: A Marketing Approach." DCR would like to sub-grant these grant funds to the Southern New England Forest Consortium (SNEFCI) to achieve the same outcome. This grant was originally received by the Massachusetts Department of Conservation and Recreation as part of the Consolidated Grant 06-DG-11244225-170. Attached you will find the revised grant narrative showing the proposed budget changes & identifying SNEFCI as the sub-grantee.

The Southern New England Forest Consortium (SNEFCI), is a non-profit forest conservation organization, and as such will be better able to develop and implement this program with private foresters. They will be able to administer the terms of the grant in an efficient and effective manner and can arrange for contract work while still achieving the original goals of the grant.

Sincerely;

  
 Jim DiMaio  
 Chief Forester, DCR

COMMONWEALTH OF MASSACHUSETTS · EXECUTIVE OFFICE OF ENVIRONMENTAL AFFAIRS

Department of Conservation and Recreation  
 251 Causeway Street, Suite 600  
 Boston MA 02114-2119  
 617-626-1250 617-626-1351 Fax  
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Mitt Romney  
 Governor

Kerry Healey  
 Lt. Governor

Robert W. Gollidge, Jr., Secretary  
 Executive Office of Environmental Affairs

Stephen H. Burrington, Commissioner  
 Department of Conservation & Recreation

# PROGRESS REPORT

## Massachusetts 2005 Wildland-Urban Interface Fuels Management Grant PROGRESS REPORT

2006 OCT 16 PM 1:58

Date: 8/01/2006  
Report Period: 7/1/05-6/31/06  
Grant Project Period: 7/1/05 – 6/30/07  
Grant Recipient: Massachusetts  
Grant Number: 05-DG-11244225-277

Recipient Contact Person: Norma Forgione  
Principal Investigator/Project Director: Jim DiMaio

**Progress Achieve in Accomplishing Project Goals & Objectives** (*Goals and objectives should correspond to the goals and objectives in the approved grant application.*)

### Goal/Objective 1

Planned: Provide training in Wildland-Urban Interface Fire Wise/ Fire Smart Program and Prescribe Fire to effectively conduct Wildland-Urban Interface public contact and meet the required qualifications to conduct prescribed fire activities and firefighting in MA, New England, and Nationally.

Actual: The town of Canton, MA became the first fire wise community in Massachusetts. Work will continue to reduce fuels in this community. One DCR employee, Trevor Augustino, attended the S-203 fire rescue course in Missouri, and supplies were purchased for the RX Trailer. DCR employees attended training at the Long Island, NY facility.

Unit Costs: \$6,294.50 = (\$4,231.50 – training) + (\$2,063 – transportation costs to Martha’s Vineyard)

### Goal/Objective 2

Planned: Reduce the threat of wildfire by treating high risk fuels with mechanical and prescribed fire treatments.

Actual: Burn unit preparation was completed for two burn units in this period (Martha’s Vineyard and Washburn Island) A volunteer student team completed the work on Washburn Island under the supervision and direction of Josh Nigro, DCR District 1 Fire Warden.

Unit Costs: N/A

### Goal/Objective 3

Planned: Treat non-native plantations to reduce fuels risk

Actual: No work completed on this goal during the reporting period.

Unit Costs: NA

### Difficulties Encountered

*(As applicable, should include information on specific reasons why goals and objectives were not met, and analysis and explanations of cost overruns and high unit costs)*

**Activity Anticipated Next Reporting Period** (*Should correspond to the “Planned” entries under Progress Achieved in the next report*)

Goal/Objective # 1: Fire wise programs continue

Goal/Objective # 2: 2 units burned

Goal/Objective # 3: 25 acres treated

Signature of Authorized Official

Date 10/11/06

